

Guidelines for Adding an Endorsement to a Valid License



Guidelines for Adding an Additional Licensure Area

Review the requirements and coursework areas prior to submitting the additional endorsement application, for the application fees are non-refundable

To apply for an additional license/endorsement, you should submit the following :

- An Additional Endorsement Application Form;
- Application fee of \$50.00 fee for each license/endorsement requested payable by money order or cashier's check to the Nevada Department of Education; and
- Official transcripts verifying that you have met the minimum credits needed to qualify for the license/endorsement. An official transcript is signed by the registrar and has a raised seal. The official transcript does not have to be submitted in a sealed envelope.
- If applicable, documentation of work experience, teaching experience, official score reports, or valid certification of state licensure (This may refer to only some licensure areas such as Business and Industry, Special Qualifications, and Secondary Career and Technical, and Licensed School Personnel.)
-

Additional information

- ✓ If you hold a three-year non-renewable license, you may not be eligible to add an additional endorsement to that license.
- ✓ If you hold a standard or professional license, you may qualify for a provisional endorsement or license. In that case, you would be charged with coursework provisions to be completed within one year.
- ✓ If you submit an additional endorsement application, you will be evaluated and informed of your deficiencies.